

ER-4-6843

MEMORANDUM FOR: ACTING DEPUTY DIRECTOR (ADMINISTRATION)

SUBJECT : Establishment of a Logistics Personnel Holding Pool

1. PROBLEM:

The immediate assignment of logistics career employees to position vacancies on return from tours of duty in the field.

2. FACTS BEARING ON THE PROBLEM:

a. The personnel ceiling placed on the Logistics Office made no provision to care for the rotation of logistical personnel on detail in the field and effectively eliminating 50 authorized training slots.

b. The personnel ceiling now authorized the Logistics Office is barely sufficient to accomplish assigned functions.

c. Accurate information as to qualifications of returning logistics career personnel is not presently available.

d. Some returning personnel must receive additional training prior to assignment within the Logistics Office.

e. Failure to provide immediate departmental assignment causes returning personnel to block positions on field Table of Organizations and adversely affects the morale of the returnee.

f. A long range rotation plan for the logistics career personnel is not yet effective and cannot become fully so for an extended period.

g. Logistics career personnel going on field duty are taken from Headquarters organizations, leaving positions vacant for extended periods prior to the return of replacement personnel from field duty.

3. DISCUSSION:

The creation of a Logistics Personnel Holding Pool, consisting of no grade no title positions as an intermediate stage in the processing of returning field employees, would permit an opportunity to analyze qualifications, effect necessary training, and give the returning employee the security of continued assignment within his career designation. It would clear field Table of Organizations of replacement assignments more expeditiously, in part reduce the adverse effects of rotation caused by the unanticipated application of a personnel ceiling on the Logistics Office. As the long range rotation plan for logistics career personnel becomes effective, the size of this pool could be reduced and ultimately become negligible.

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4. CONCLUSION:

The creation of a Logistics Personnel Holding Pool of no grade no title positions is essential to the efficient operation of the Logistics Career Service.

5. RECOMMENDATIONS:

That 15 no grade no title personnel positions be allocated to the Logistics Office for the purpose of providing temporary assignment of logistics career personnel returning from field duty.

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Chief of Logistics